



**NEIGHBORHOOD ALLIANCE
ANNUAL UPDATE FORM**

Neighborhood Alliance/Coalition is defined as an umbrella organization of neighborhood organizations that organize to foster communication and/or advance common interests or initiatives.

To continue to receive information from the City of Fort Worth, your organization must update its records annually. Please complete this form and return to:

Community Engagement Office
200 Texas St.
Fort Worth, TX 76102
(817) 392-6201 ★ Fax (817) 392-2107

Date: _____ **Name of Person Submitting this Form:** _____

Name of Neighborhood Alliance: _____

Alliance Mailing Address (if different from the officers' mailing address):

Street/P.O. Box: _____ ZIP: _____

Did you update your bylaws in the past year? If yes, please enclose a copy.

☐ Yes ☐ No

When is your next election?

Month _____ Year _____ Length of Term _____

How often does your alliance hold:

General membership meetings? ☐ Once a year ☐ Monthly _____ Other (explain)

Day/Time/Place: _____

Executive/advisory board meetings? ☐ Once a year ☐ Monthly _____ Other (explain)

Day/Time/Place: _____

How do you notify your neighborhood organizations about your meetings? (check all that apply):

☐ Flier ☐ Email ☐ Newsletter ☐ Yard Sign ☐ Social Media ☐ Other

Does your neighborhood alliance have:

Facebook page? (please list the address): _____

Website? (please list the address): _____

Names and Addresses of Officers or Directors of the Alliance:

Please select only one designee as Development contact and one designee as Primary contact. The Development and Primary contact can be the same individual.

Development Contact: The Development contact is the alliance representative designated to receive the Early Courtesy Notifications of Planning, Board of Adjustment and Zoning cases. It is the responsibility of this individual to share the notification information with the membership of the alliance.

Primary Contact: The Primary contact is the alliance representative designated to be the main contact for the alliance. It is the responsibility of this individual to share information received, on behalf of the alliance, with the membership of the alliance.

Please update your group's contact information below:

Name: _____ Title: _____

Address: _____ ZIP: _____

Home Phone: _____ Cell Phone: _____ Work Phone: _____ Email: _____

Check here if you are (check all that apply):

- ☐ Development Contact
- ☐ Primary Contact
- ☐ Officer Contact
- ☐ Property Manager Contact
- ☐ Newsletter/Fliers/Email Lists/Facebook/Website Contact
- ☐ Check here if you do not want to authorize the City to post this information on its website*

* As a public service, the City of Fort Worth maintains a list of community organizations on our website FortWorthTexas.gov/engagement. Please authorize us to post the name, address and phone number of at least one officer to facilitate communication with your organization.

Name: _____ Title: _____

Address: _____ ZIP: _____

Home Phone: _____ Cell Phone: _____ Work Phone: _____ Email: _____

Check here if you are (check all that apply):

- ☐ Development Contact
- ☐ Primary Contact
- ☐ Officer Contact
- ☐ Property Manager Contact
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